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MASON TRANSIT AUTHORITY

The attached minutes of the Mason Transit Authority special meeting held on the 19th day of April, 2022, were approved by the Mason Transit Authority Board, by motion, on this 17th day of May, 2022.

DocuSigned by:
Sandy Tarzwell
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Sandy Tarzwell, Chair

DocuSigned by:
John Campbell
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John Campbell, Vice Chair

DocuSigned by:
Cyndy Brehmeyer
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Cyndy Brehmeyer, Authority Member

DocuSigned by:
Wes Martin
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Wes Martin, Authority Member

DocuSigned by:
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Randy Neatherlin, Authority Member

Eric Onisko, Authority Member

DocuSigned by:
John Sheridan
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John Sheridan, Authority Member

DocuSigned by:
Kevin Shutty
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Kevin Shutty, Authority Member

DocuSigned by:
Not in Attendance
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Sharon Trask, Authority Member

ATTEST: DocuSigned by:
Tracy Becht
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Tracy Becht, Clerk of the Board

DATE: 5/31/2022

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Mason Transit Authority
Minutes of the Special Board Meeting
April 19, 2022
Virtually and at
Transit-Community Center Conference Room
601 West Franklin Street
Shelton

OPENING PROTOCOL

CALL TO ORDER: 4:01 p.m.

ROLL CALL AND DETERMINATION OF QUORUM

Authority Voting Board Members Present Virtually via WebEx: Sandy Tarzwell, Chair; John Campbell, Vice-Chair; Wes Martin, Randy Neatherlin, Eric Onisko, John Sheridan and Kevin Shutty.
Authority Voting Board Member Present in Person: Cyndy Brehmeyer and Sharon Trask.
Quorum met.

Authority Non-voting Board Member Not Present: Zachary Collins, Business Representative, IAM and AW, District Lodge 160.

Citizen Advisor to the Board Present in Person: John Piety

MTA Staff present at T-CC: Amy Asher, General Manager; Jason Rowe, Operations Manager; Paul Bolte, Facilities & Fleet Maintenance Manager; Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, Technical Support Analyst.

Others Present via WebEx: LeeAnn McNulty, Administrative Services Manager, Robert Johnson, Legal Counsel

PUBLIC COMMENT – [None.]

ACCEPTANCE OF AGENDA

Moved that the agenda for the April 19, 2022 Mason Transit Authority (MTA) special board meeting be approved. **Shutty/Campbell. Motion carried.**

5. CONSENT AGENDA

Moved to approve Consent Agenda items 1 through 3 as follows:

A. Minutes of the MTA regular Board meeting of March 15, 2022.
B. Payments of March 11, 2022 through April 11, 2022 financial obligations on checks#36226 through 36330, as presented for a total of $642,231.51.
C. Move that the Mason Transit Authority Board approve and authorize the Board Chair to sign the FTA Fiscal Year 2022 Certifications and Assurances to acknowledge compliance as required.

Campbell/Sheridan. Motion carried.

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6. **ACTION ITEMS – UNFINISHED BUSINESS** [None].

ACTION ITEMS - NEW BUSINESS:

A. **Update: Report from Operations and Maintenance Committee**.
Amy Asher, General Manager, shared with the Board that the Operations and Maintenance Committee, consisting of Board Chair Tarzwell and Board member Shutty, had met to discuss the lease for the Radich building. The lease ends in July and, initially discussed with the tenant, United Way of Mason County, of leasing until February, 2023. However, due to a leak in the roof, MTA will be extending the lease until October 1, 2022. Staff is currently working on the roof. Ms. Asher indicated that there is a long list of options, with each having complications. More to come on this matter.

Second item of discussion related to MTA fleet and facilities. There has been a shift in the availability of buses and the length of time it will take for MTA to get its buses on order. There was a lengthy discussion regarding costs of diesel buses and low/no emissions buses; its technology, batteries, the facilities required to maintain those facilities, as well as what would work for MTA's facilities and routes. Additional discussions regarding necessary infrastructure for maintaining the vehicles and that power outages are real and impactful. Ms. Asher wanted to get a sense of the direction that the Board would like to go for future planning and seeking out grants that would fulfill the Board's vision.

B. **Grant Application for Vehicles.** Ms. Asher indicated that there are two competitive grant programs that are nationwide funds – one for electric vehicles and the other for conventional gas or diesel through the Bus and Bus Facilities program. She would like to apply for the grant to replace five of the oldest diesel-powered vehicles in the fleet. Awarding of the grants will be announced in August. She also mentioned that since there will be a lot of competition for these grants, she may also apply through the WSDOT Consolidated Grant program as a funding source.

Moved that the Mason Transit Authority Board approve the General Manager to submit a grant application for vehicles to the Washington State Department of Transportation**. Sheridan/Martin. Motion carried.**

7. **STAFF REPORTS:**

Ms. Asher briefly highlighted the following items:

- The final December 2021 statement reflects a sales tax revenue that was higher than budgeted.
- Paul Bolte, MTA's new Facilities and Fleet Maintenance Manager came to us from Around the Sound Transportation. She shared that Paul arrived on April 4 and then on April 6 spent a couple of days at the Spring Maintenance Forum that was held in Tacoma.
- WSDOT is considering building roundabouts at Agate and Pickering.

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- Driver recruitment – only two applicants to date. MTA has focused on benefits, as well as continuing to spread the word via social media and explore other methods. Other transit agencies are also encountering similar recruitment challenges.
- Belfair Park and Ride: Still a few more items to complete. Tomorrow Paul will learn about the HVAC system.
- Congressman Kilmer meeting scheduled for Friday morning.

(Board member Trask left room at 4:36 pm and returned at 4:39pm)

8. **COMMENTS BY BOARD:**
   - Board Chair Tarzwell extended a big welcome to Paul from MTA. Welcome aboard.
   - Legal counsel discussed a brief overview of recent OPMA changes, those items that are encouraged and others that are demanded. He will provide a written item for May's meeting for any further discussion.
   - Board member Trask will not be able to attend the May Board meeting.

Moved that the meeting be adjourned.

ADJOURNED 4:46 p.m.

UPCOMING MEETING

BOARD MEETING

Mason Transit Authority
Regular Meeting
May 17, 2022 at 4:00 PM
On-line via WebEx and in person at:
Transit-Community Center Conference Room
601 West Franklin Street
Shelton